

**CITY OF GLENDALE — BUILDING AND SAFETY**

633 E. Broadway, Room 101 Glendale, CA 91206

(818) 548-3200, (818)548-4837 (Inspection)

MECHANICAL PERMIT WORKSHEET

Please complete the section below clearly, legibly and in ink.

Permit No. BM

Job Address (Include Zip Code)				Work Description (Fill all that apply and specify quantity)			
Permit Information Is this work related to a Building Permit <input type="checkbox"/> Yes <input type="checkbox"/> No				Has work started? <input type="checkbox"/> Yes <input type="checkbox"/> No (Double the permit fee will be charged for legalization)			
Describe where the work will be done & fill out the work description on the right side of this application.							
Applicant 's Name				Phone ()			
Address (Include City and Zip Code)							
Property Owner's name				Phone ()			
Address (Include City & Zip Code)							
E-Mail Address							
Licensed design professional or engineer Information:							
Name				Phone ()			
Address (Include City & Zip Code)				License No.			
E-Mail Address							
APN				Lot			
Tract				NAICS/Structure Use			
Floor Area Above Grade Below Grade Mezz				Type of Const.			
Fire Sprinkler <input type="checkbox"/> Yes <input type="checkbox"/> No				Edition of the Code			
CALIFORNIA LICENSED CONTRACTOR'S DECLARATION: I herby affirm under penalty of perjury that I am licensed under provisions of Chapter 9 (commencing with section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.							
Contractor's Name				Phone ()			
Address (Include City & Zip Code)							
E-Mail Address							
State License No.		Exp. Date		City License No.		Exp. Date	
Contractor's Signature							
FOR OFFICE USE ONLY							
Comments							
P.C. Processed By							
Processed By							
Receipt No.				Receipt No.			
Work Description (Fill all that apply and specify quantity)				Work Description (Fill all that apply and specify quantity)			
_____ \$33.00 Issuance Fee				_____ Technological Surcharge of 10% will Apply to Permit and Plan Check Fees			
_____ \$22.00 Supplemental Permit to _____				_____ \$38.00 Minimum Inspection Fee (If fees below add up to less than \$37.44)			
_____ \$_____ Plan Check (50% of Permit Fee, Minimum of \$71.00)				Heating, Air-Conditioning, Refrigeration, and Evaporative System			
_____ \$28.00 FAU up to 100,000 btu (*)				_____ \$33.00 FAU over 100,000 btu (*)			
_____ \$28.00 Floor Furnace Including Vent (*)				_____ \$28.00 Suspended, Wall or Floor Mounted Heater (*)			
Relocation or Replacement of VAV Units.							
_____ \$106.00 Up to 4 Units				_____ \$11.00 Each Units Above 4.			
Alterations, Repairs or Additions							
_____ \$28.00 Refrigeration - Altered, Repaired, or added to (*)				_____ \$28.00 Air-Conditioning - Altered, Repaired, or added to (*)			
_____ \$28.00 Heating - Altered, Repaired, or added to (*)				_____ \$22.00 Evaporative System - Altered, Repaired, or added to			
_____ \$22.00 Each Air Handler Unit (*)				Compressors, Condensers, Absorption System, Boilers, Cooling Towers, Chillers			
Note: Applicants must convert to H.P. for boilers							
_____ \$28.00 Up to and Including 3 Hp or 36m btu/h				_____ \$44.00 3 Hp<x< 15 Hp, or 36m <x< 180m btu/h			
_____ \$66.00 Over 15 Hp<x<30 Hp, or 180m<x<360m btu/h				_____ \$87.00 Over 30 Hp<x<50 Hp, or 360m<x<600m btu/h			
_____ \$153.00 Over 50Hp, or Over 600m btu/h				_____ \$39.00 Electrical A/C & Compressor added			
Miscellaneous, Exhaust & Hoods							
_____ \$17.00 Appliance Vent				_____ \$28.00 Ducts, Per Zone Altered			
_____ \$22.00 Single Duct Vent Fan (Including Dryer Vents)				_____ \$22.00 Non-HVAC Vent System			
_____ \$127.00 Commercial Kitchen Exhaust Hood (*)				_____ \$27.00 All Other Hoods			
_____ \$33.00 Prefabricated Fireplace UL # _____				_____ \$22.00 Appliance or Piece of Equipment not Classified in Other Categories _____			
Fuel Utilization							
_____ \$11.00 Connection of Equipment to a Gas System				_____ \$71.00 New Gas System			
Note: Any item having this mark (*) may require plan check for multi-family (3 or more units) & commercial buildings. (Installation of 100,00 BTU and above heating appliances: 5 tons/60,000 BTU and above a/c system: multiple installations of less than 5 ton: air handling equipment with combined CFM of 2000 or more: and steam boilers).							

ADDRESS: _____

PERMIT NO. _____

INSPECTIONS	APPRVD	DATE
PRESITE		
SHORING		
SETBACKS AND YARDS		
UFER		
TRENCH AND FORMS REINFORCING STEEL		
SETBACK & ELEVATION SURVEY		
OK TO POUR FOOTINGS		
DO NOT POUR FOOTINGS UNTIL ABOVE IS APPROVED		
OK TO GROUT CMU / P.I.P.		
OK REBAR SHOTCRETE WALL		
HVAC GROUNDWORK / U.F.		
ELECTRICAL GROUNDWORK / U.F.		
PLUMBING GROUNDWORK / U.F.		
GAS PIPING GROUNDWORK / U.F.		
FIRST FLOOR JOISTS		
UNDER FLOOR INSULATION		
OK TO POUR SLAB FLOOR		
DO NOT POUR CONCRETE FLOOR SLAB OR COVER FIRST FLOOR JOISTS UNTIL ABOVE IS APPROVED		
ROUGH ELECTRIC		
ROUGH PLUMBING		
DUCTS		
ROUGH HEATING OR REFRIG.		
ROUGH GAS PIPING		
ROOF SHEATHING		
ROUGH FRAMING AND ROOF		
ALARM ROUGH		
FLOOR NAILING		
T-BAR <input type="checkbox"/> Mechanical <input type="checkbox"/> Electrical		
INSULATION		
OK TO COVER		
DO NOT COVER UNTIL ABOVE IS APPROVED		
LATHING <input type="checkbox"/> Interior <input type="checkbox"/> Exterior		
DRYWALL		
BROWN COAT <input type="checkbox"/> Interior <input type="checkbox"/> Exterior		
SEWER - SEPTIC / TANK - CESSPOOL		
SERVICE RELEASE		
FINAL GAS		
FINAL PLUMBING		
FINAL ELECTRICAL		
FINAL HEATING OR REFRIGERATION		
ENERGY FINAL		
LANDSCAPE FINAL		
GRADING FINAL		
ELECTRICAL SERVICE RELEASE		
FINAL-ENGINEERING		
FINAL SPRINKLER		
FINAL CENTRAL STATION		
FINAL FIRE ALARM		
FIRE PREVENTION FINAL		
FINAL BUILDING INSPECTION		

[illegible]